

TOWN OF UNION

Minutes of October 8, 2020

The Town of Union Monthly Town Board Meeting was called to order by Chairman Kendall Schneider at 6:32 p.m. on Thursday, October 8, 2020 at the Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Schneider, Supervisors George Franklin and Kim Gruebling, Clerk Regina Riedel, and Treasurer Jessica Nellen. Plan Commission members Ray Legris and Dave Pector, and Road Patrolman Josh Wisner were also in attendance. Building Inspector Bob Fahey was absent. The Pledge of Allegiance was recited.

Approval of Minutes (September 10 & 24, 2020)

Gruebling stated within the minutes of September 10, during the discussion of mobile home park licensing, change "should be" to "is" regarding Fahey's ability to write citations, as a clarification.

Motion to accept minutes of September 10 as corrected, and September 24 as written, made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Treasurer's Report

Treasurer Jessica Nellen reported balances as of September 30, 2020 (report attached).

Building Inspector's Report

Building Inspector Bob Fahey was not in attendance; Schneider read in the report of permits issued during September (report attached).

Clerk Update

Clerk Regina Riedel reported that a secure outdoor absentee ballot box has been installed at the Town Hall in advance of the November 3 election. So far there have been more voters dropping off ballots in the drop box than returning them via US mail. To date almost 550 absentee ballots have been mailed out for the upcoming election.

A flag pole has been installed outside the Town Hall by Josh and Braden Wisner.

The Town is eligible for approximately \$34,000 in grant money related to COVID expenses; Riedel has submitted a request for reimbursement for approximately \$12,000 in expenses which were approved and reimbursement has been received. Expenses approved included the purchase and placement of additional gravel at the recycling center to increase ability for residents to social distance, the purchase of additional signage and traffic control devices, and the purchase and installation of the secure ballot drop box. Riedel and Wisner will be continuing to brainstorm uses for the remaining grant monies and Riedel will submit a request for reimbursement in November.

The new Town website is finally live; however it has not been updated since summer when it was initially scheduled to go live, so Riedel will be working on that once the election is over.

Recycling Center Update

A sliding window for the office at the recycling center was purchased with COVID grant money, to allow walk up payments to be taken by Town employees without residents entering the office once the weather turns cold. Wisner reported the window should be installed Monday.

Brooklyn Fire District Update

Gruebling reported an agreement could not be reached on the 2020 budget, so an automatic 10% increase in contract amounts will kick in for 2020.

Brooklyn Fire 2020 contract share for Union will be \$9,870.87. Brooklyn EMS 2020 contract share will be \$9,124.18.

Another meeting is scheduled for next week, Gruebling is hopeful that progress will be made at that meeting.

Public Comment (5 min max per item, no action will be taken on any issues)

Scheduling Working Budget Meeting

October 27, 6:00 p.m. tentative date for working budget meeting.

Discussion/Board Action: Addition of Signers to Morning Ridge CD

Nellen reported previously the only person authorized to sign on the account was prior Treasurer Sharon Franklin. Additional signers should be authorized to maintain the security of the account, and she suggested adding Schneider & Riedel, as this would be consistent with other accounts. Motion to add Chairman Kendall Schneider and Clerk Regina Riedel as authorized signers to the Morning Ridge CD at Greenwoods State Bank made by Schneider/Gruebling. Motion carried by unanimous voice vote.

Discussion/Board Action: Recycling & Refuse Hauler Contract

Wiser reported that to date only one quote has been received, and he felt that the Board should have at least two quotes to review prior to making a decision. Agreed, agenda item deferred until additional quotes are received.

Discussion/Board Action: Mobile Home Park Licensing

Schneider spoke with Fahey regarding writing citations; Fahey would like language added regarding charges for additional inspections.

Riedel suggested scheduling a meeting with the Board, Fahey and the Town attorney to hash out details and finalize a path forward. Gruebling may have some conflicts with scheduling due to hunting season, Schneider will take the lead on scheduling something, preferably after the November election.

Discussion/Board Action: Request for Proposal - Auditor

Riedel suggested a template or boilerplate language for RFPs should be located so everything that is being asked for will be consistent amongst those who supply proposals. Gruebling suggested Sara at BFD as a contact for examples, as well as adding the topic as an agenda item to the working budget meeting; agreed by all.

Discussion: Driveway Ordinance

No update from attorney.

Roadwork

Wiser reported no update from Rock County on Croft Rd. bridge. Rock County is going to put a patch over the culvert on Porter Rd. before winter.

The new Town patrol truck is currently at Madison Truck getting plow, salter and light package installed. Should be completed Monday.

Regarding the International plow truck, Wiser asked the Board for clarification regarding whether they wish to sell it as a package or remove the plow and sander to keep as spares and just sell the truck. Motion to sell as package made by Gruebling/Franklin. Motion carried by unanimous voice vote.

Wiser is trying to locate one used tire for the GMC patrol truck prior to putting it up for auction. Board agreed to purchase two new tires for the front to simplify the process.

Gruebling reported he spoke to the tree removal contractor, and the work should be done by November 1.

Pay Bills

There being no further business to come before the Board, a motion to adjourn and pay bills was made by Schneider/Gruebling. Motion carried by unanimous voice vote. Meeting adjourned at 7:26 p.m.

Town of Union Treasurer's Report September 2020

Prepared by: Jessica Nellen

State Bank of Cross Plains - Munciple Account

Beginning Balance				\$396,261.55	
	INCOME				YTD
Special Assessment Letters			\$15.00		\$360.00
MHP - taxes			\$1,337.14		\$13,231.02
Scrap			\$110.00		\$710.00
Refuse			\$2,208.00		\$19,657.56
Tires			\$9.00		\$337.00
Building Permits			\$2,225.00		\$11,202.96
ACH - WEC CARES Subgrant			\$1,606.90		
Subtotal			\$7,511.04		
Interest earned			\$41.93		\$5,342.10
Checking account interest			\$0.14		\$1.24
Total General Business Income				\$7,552.97	

EXPENSES

Total Expenses				(110,681.80)	
SBCP Balance 9/30/2020				\$293,132.72	

State Bank of Cross Plains - Checking Account

Balance as of 9/30/2020				\$16,500.00	
-------------------------	--	--	--	-------------	--

State Bank of Cross Plains - Escrow Account

				\$0.07	
--	--	--	--	--------	--

Wayne Disch Memorial Park fund

Balance July 31			\$1,302.39		
Interest August			\$0.06		
Interest September			\$0.05		\$0.50
Balance 9/30/2020				\$1,302.50	

Greenwoods State Bank - Morning Ridge Rd CD

Balance as of 9/30/2020				\$22,917.04	
Matures 12/23/2021	Int pd 6&12				

LGIP-Park & Rec Fund

August 31 Balance			\$10,083.05		
Interest-September			\$1.04		\$58.46
				\$10,084.09	

September 2020 Building Inspector Report

Town of Union, Rock County Wisconsin

Inspector: Bob Fahey
15535 Francis Rd, Evansville, WI 53536

Date	Permit #	Parcel #	Name	Address	Description	New Home? 1=Y	Construction Cost	Permit Fee \$	Inspector's Fee Due	Occupancy Permit Issue
3-Sep-2020	20-44-B		Tom Schlagen	16021 W Union Rd	Addition to home		\$ 5,000.00	\$ 230.00	\$ 220.00	
17-Sep-2020	20-45-B		Scott Barlass	16106 W Union Rd	Remodel basement		\$ 3,000.00	\$ 180.00	\$ 165.00	
23-Sep-2020	20-46-B		Robin & Keith Lease	6746 N Old Hwy 92	Electrical service		\$ 2,200.00	\$ 60.00	\$ 55.00	
22-Sep-2020	20-47-B		Fred Hookham	17747 W Emery Rd	New Home (2)	1	\$ 350,000.00	\$ 1,144.64	\$ 867.92	
25-Sep-2020	20-48-B		Magee Const/Nick Rice	15993 W Holt Rd	Patio doors/remodeling		\$ 13,000.00	\$ 120.00	\$ 110.00	
8-Sep-2020	20-49-B		Len Gibbs	13100 W Bullard Rd	New Home (3)	1	\$ 60,000.00	\$ 880.00	\$ 680.00	
Totals							\$ 433,200.00	\$ 2,614.64	\$ 2,097.92	
YEAR-TO-DATE TOTALS				Total Driveway & Building Permits Issued		44	\$ 1,958,358.00	\$ 14,217.60	\$ 11,160.80	
SEPTEMBER 2020 TOTALS				Total Driveway & Building Permits Issued		6	\$ 433,200.00	\$ 2,614.64	\$ 2,097.92	
Number of New Home Permits Issued this Period					2	Building Inspector: Total Reimbursement Requested this Period \$ 2,097.92 Building Inspector Signature _____ Date _____				
Number of Driveway Permits Issued this Period					0					
Number of Other Permits Issued this Period					4					
Total Driveway & Building Permits Issued this Period					6					
Other Notes:										